

MANAGEMENT CONTROL EVALUATION CERTIFICATION STATEMENT

AR 608-10

2. DATE OF REGULATION

Jul 97

For use of this form, see AR 11-2; the proponent agency is ASA(FM).

3. ASSESSABLE UNIT

Director Morale Welfare & Recreation (DMWR)

4. FUNCTION

Child & Youth Services

5. METHOD OF EVALUATION (Check one)

a. CHECKLIST

X

b. ALTERNATIVE METHOD (Indicate method)

a. NAME (Last, First, MI)

Searles, Susan

b. DATE OF EVALUATION

7. REMARKS (Continue on reverse or use additional sheets of plain paper)

In the past year the Standards Accountability Tool, CARAT, ECERS, IASET, and IYET have all been completed and results posted on the DMWR Management Control Plan web page at http://www-tradoc.monroe.army.mil/mwr/management_control.htm.

Key management controls were tested by direct observation, file/documentation review, and sampling.

No material weaknesses were found during this evaluation period.

8. CERTIFICATION

I certify that the key management controls in this function have been evaluated in accordance with provisions of AR 11-2, Army Management Control Process. I also certify that corrective action has been initiated to resolve any deficiencies detected. These deficiencies and corrective actions (if any) are described above or in attached documentation. This certification statement and any supporting documentation will be retained on file subject to audit/inspection until superseded by a subsequent management control evaluation.

a. ASSESSABLE UNIT MANAGER

(1) Typed Name and Title

Paul Heilman, DMWR

(2) Signature



b. DATE CERTIFIED

7 Feb 2006

EARLY CHILDHOOD AND INFANT & TODDLER ENVIRONMENT RATING SUMMARY
AREAS OF CONCERN
March 2005

Infant Room

| <u>Areas</u> | <u>COMMENTS</u> | <u>SCORE</u> |
|----------------------------------|---|---------------------|
| #4 Room arrangement | Central play area (shape carpet) is in the Traffic pattern | 6 |
| #9 Diapering/toileting | Need to talk to the infants more during Diaper changing. (ex. I'm going to wash yours now) | 6 |
| # 18 Active Physical play | Need something for the children to climb on inside | 6 |
| # 19 Art | Need to have art work at Children's eye-level | 6 |
| #22 Pretend play | Pretend toys need to be accessible during outside play Increase pretend play toys to include pots, pans, simple phones | 6 |

Additional Comments: The set up is great. Diapering area is clean and info was recorded as soon as the teacher finishes with each child. There was a variety of toys available for eye-hand coordination. Excellent interaction during feeding time. Good use of children's photos. Excellent verbal interaction w/infants. Be sure that infants have access to books. i.e. have a book or two on the floor with the other toys.

Pretoddler Room**2005**

| <u>AREAS</u> | <u>COMMENTS</u> | <u>SCORE</u> |
|--|---|---------------------|
| #2 Use of furnishings for learning activities | Open shelves had limited selection of toys especially 2yr area (missing labels) & large muscle area . Suggest rearrange to make area more useable and interesting | 6 |
| #3 Furnishings for relaxation | Cozy area in high traffic area Need cozy area for reading & quiet play. | 6 |
| #4 Room arrangement | Play area/activity space is in traffic pattern | 6 |
| #7 Meals/snacks | I child needed his cup & cried for 30 min.until lunchtime. Need to find a way to meet individual needs of children. | 2 |
| # 13 Safety practices | Mat by door slides on right side to outside 1 safety cap off electric socket (right side by climbing mats. | 5 |
| #15 Informal use of lang. | A caregiver used words mainly for correction. While children did activity caregiver spoke very little to them about the activity, only to correct their behavior. However, Ms. Lisa spoke a lot with the children and Really talked well with them. | 6 |
| #16 Books & pictures | Don't have at least 12 books available during most of the day. Most of the books are kept out of reach of the children. Need a cozy book area. | 4 |

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|------------------------------------|--|--------|
| # 19 Art | Children's art work need to be displayed t their eye lever. Need to have art experiences every day. | 4 |
| #21 Blocks | Need to use blocks requiring supervision 3x per week Soft blocks? Small amount of blocks out-all in closet | 6 2 |
| #23 Sand & water play | Indoor water play not offered weekly, sand table play only occasionally offered. Sand or water play is required at least 3x per week. | 4 |
| #24 Cultural awareness | Show more evidence of ethnic & racial variety. 5 | 4 |
| #26 Adult-child interaction | Caregiver child interaction not consistent. A child tried to Initiate interaction-the caregiver told the child, "just go on away and play." Most of the talking to the children was for corrections. 1 caregiver rarely spoke to the children at all. | 5 |
| # 27 Discipline | Children were noticed & directed for conflict, but attention not given frequently for good behavior. | 6 |
| #32 Adult personal needs | Break times usually aren't flexible. Need snack machine and bigger refrigerator. | 6 |
| #34 Adult meeting area | We have none | 1 |

Additional comments: The staff worked well and talked among themselves. There was good reinforcement of positive social interactions. I love the texture blocks. Wow they all seemed to be in a good morning routine rotating centers smoothly.

| <u>AREAS</u> | <u>COMMENTS</u> | <u>SCORE</u> |
|---------------------------|--|---------------------|
| #16 Books and pictures | Only 7 books available—need at least 14 Be sure to read to very small groups each day | 4 |
| #17 Eye-hand coordination | Increase rotation of manipulatives | 6 |
| # 18 Active physical play | Rotate physical play equip. weekly | 6 |
| #20 Music and movement | Be sure to rotate musical toys. Encourage children “to make music and dance”. | 6 |
| #21 Blocks | Ensure that you bring out smaller blocks requiring teacher Supervision 30 mos. &up @ least 3x weekly. | 6 |
| #22 Pretend play | No dress-up clothes available, only household items ,ie dishes | 4 |
| # 27 Discipline | Work on circle time-need to add strong transitions & be sure Children are settled before starting an activity | 6 |
| #30 Staff Cooperation | Staff planning time is 1x month | 6 |
| #32 Adult personal needs | Break times are not flexible | 6 |

Additional comments: Good display of art work. Are there activities for early risers? What health info do you give to parents? What safety info is shared with parents? Be sure to use a variety of cultural music & books. Good responsiveness to children, although adult- child interactions were appropriate , there wasn't much physical warmth shown.

PRESCHOOL 2**2005**

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|--------------------------------|---|---|
| # 3 Furnishings for relaxation | Need more soft toys | 6 |
| #6 Child-related display | Most of the displays were teacher made or commercial Of all display areas only 1 had children's work. No Individualized work was shown. Child's work that was Displayed related to current theme (spring). No 3-D work Shown. | 4 |
| #8 Gross motor equipment | Only ladder access to climbing equip. No pedal less Tricycles | 6 |
| #11 Nap/rest | Little flexibility for child who doesn't fall asleep after 30 mins. of rest. Children who wake early must remain On cots. Need provision for non-nappers. | 5 |
| #20 Art | No sign of creative art in room. Need to have access To art materials to create individual projects not just Teacher directed. Need access to easel each day. | 6 |
| #21 Music/ movement | Need to include music activities daily. Encourage Creative movement to independent use of music center. | 6 |
| #23 Sand/water | Limited use of sand & water areas indoors. Need to open Areas to facilitate sand & water play. Add props, change Materials in sand & water areas. No water play outside Except mid June-Aug. | 4 |
| #24 Dramatic play | No props representing diversity were evident. (only 2) Need to use displays to enhance dramatic play i.e. photos Of trips to BBG farm added w/props for farm life. | 6 |

PRESCHOOL 2**2005**

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|--|---|---|
| #26 Math /numbers | Only 3 math materials represented in the area. | 6 |
| #27 Use of TV, video and/or comp. | Videos are usually shown at the end of the day in Large groups. All are required to watch—no alternative. | 6 |
| #28 Promoting acceptance of diversity | Limited multi-cultural books, pictures, on display. Few Toys or props are multi-cultural. Little emphasis on Showing variety of ages in displays. | 4 |
| #29 Supervision of gross motor activities | Need to use outdoor gross motor time as opportunity to Discuss concepts—extend learning | 6 |
| #39 Provisions for personal needs of staff | Breaks are scheduled but adjusted as needed | 6 |
| #41 Staff interaction & cooperation | Group planning time is xx per month | 6 |
| #43 Opportunities for professional gr. | Staff not required to pursue AA or CDA, but are encouraged | 6 |

Additional comments: Several areas allows for privacy or 1-2 children to play, children could help clean up tables more, also could be more involved in serving themselves, increase formal reading to children, increase material that encourage children to communicate,(i.e. flannel board stories in language area), increase open-ended questions that encourage more complex responses from children, increase opportunity for children to work in groups,

Preschool 1 **2005**
AREAS

COMMENTS

SCORE

| | | |
|---|---|---|
| #6 Child related display | No 3-D art displayed . | 6 |
| #7 Space for gross motor | Class doesn't have direct access to playground only stationary equipment was used | 6 |
| #9 Greeting/Departing | Departures from 5:30-6:00 are less pleasant | 6 |
| #17 Using language to development Reasoning skills | Increase discussion of logical relationships and reasoning use experiences, interest to build concept development | 6 |
| #20 Art | Limited art materials available in art center. Children did not use art material during free choice time | 4 |
| #21 Music/movement | Add special music activities 3-4 x per yr. Extend activities to involve creative dance, musical tunes & making instruments | 5 |
| #22 Blocks | Outdoor blocks are needed | 6 |
| #24 Dramatic Play | No use of prop boxes evident. Dramatic play items didn't correspond to learning theme. No pictures, stories etc. used to extend, enrich dramatic play | 6 |
| #25 Nature/science | Science area very limited, not well organized, dirty aquarium encourage natural collections, add books, pictures to enhance learning theme. | 4 |
| #26 Math/number | Rotate math materials continue to use charts, graphs, other to extend math activities every 2 wks. | 5 |
| #27 Use of TV, video and/or computer | Be sure to be actively involved in any video shown. | 7 |
| # 28 Promoting acceptance of diversity | Add a few pictures showing different ages. (ex grandparents, book show diversity) | 7 |

Preschool 1 Con't 2005

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| #29 Supervision of gross motor activities | No extra resources added to play area. (ex. Trikes, balls, shoves) | 4 |
| #34 Schedule | Work on transitions to reduce waiting time. Have materials ready prior to activity so that children do not have to wait. | 6 |
| #39 Provisions for personal needs of staff | Breaks are scheduled w/little flexibility | 6 |
| #43 Opportunities for professional growth | Staff not required to pursue AA degree | 6 |

Additional comments: Good use of photos displayed. Reduce waiting time at tables during transitions (ex. Teacher lead fingerplay or songs while waiting. Small amount of food from breakfast had not been cleaned off table. Good use of children's dictation added to art work. Also used on classroom charts. Continue to ask questions that encourage more detailed responses. Excellent supervision staff rotated throughout playground and monitored children well. Very supportive and caring towards children. Be sure to bring out toys, trikes, etc. when outside.

| <u>AREAS</u> | <u>COMMENTS</u> | <u>SCORE</u> |
|---------------------------|--|---------------------|
| #5 Display for children | Increase photos of children & family Increase interesting pictures relating to theme | 5 |
| #6 Child related displays | No 3 dimensional art work displayed | 6 |
| #7 Space for gross motor | No direct access to PS playground | 6 |
| #8 Gross Motor Equip | Only stationary equip used on PS playground | 6 |
| #10 Meals and snacks | Need to have child size serving pieces w/meals | 6 |
| #15 Books and pictures | Add books relating to theme | 6 |
| # 19 Fine motor | Many items, shelves were not labeled | 6 |
| #20 Music and movement | Limited musical toys, instruments available during free choice. No music center, dance props | 5 |
| #22 Block play | Most blocks were labeled, but some were not Blocks requiring supervision need to be used 3x week | 6 6 |
| #23 Sand/water | Sand & water table were not accessible during free choice time indoors | 6 |
| #24 Dramatic Play | No sign of prop box use or of materials added to extend learning theme. No stories, pictures etc. added to area to extend learning. Need to add pretend material outdoors. | 5 |
| #25 Nature/science | No pictures, limited books used to extend learning Limited use of extended science/nature due to erratic schedule. | 5 |

#28 Promoting acceptance of diversity

Limited books, materials that show diversity

4

Additional Comments: (Infant/toddler) Add mobile for diaper area if possible. Add health pamphlets to DPP. How are you rotating toys? Excellent modeling of appropriate social behavior. Good use of positive guidance techniques. Teacher planning & prep work should not be done while children are active. Have children help get materials ready when possible.

(Preschool) Be aware of need for private space. 1-2 children using space w/o interruption. Continue to use language to increase problem solving skills. Be sure to include 3-D art at least monthly. Use extended art projects that last several days with B/Akind. Be sure to limit use of videos. Staff facilitated play very well. Staff does an excellent job of modeling social skills. Little flexibility in scheduling breaks. Staff are not required but encouraged to complete CDA or AA.